

BILL NO. S-74-08-19

SPECIAL ORDINANCE NO. S- 147-74

AN ORDINANCE approving a blanket purchase order
to Business Equipment for items purchased from
July 1, 1974 to June 30, 1975

BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF FORT
WAYNE, INDIANA:

SECTION 1. The Contract dated July 8, 1974 between BUSINESS
EQUIPMENT COMPANY, INC. and the City of Fort Wayne, by and through its
Mayor and the Board of Public Works for:

Blanket Purchase Order from July 1, 1974
thru June 30, 1975

The supplies will be shipped only upon issuance
of Purchase Orders, as the need dictates

all as more particularly set forth on said contract which is on file in the Office of
the Department of Purchasing, is by reference incorporated herein and made a
part hereof, is hereby in all things ratified, confirmed and approved.

SECTION 2. This Ordinance shall be in full force and effect from and
after its passage and approval by the Mayor.


Councilman

APPROVED AS TO FORM
AND LEGALITY.


CITY ATTORNEY

Read the first time in full and on motion by Burns, seconded by Hinga, and duly adopted, read the second time by title and referred to the Committee on City Utilities (and the City Plan Commission for recommendation) and Public Hearing to be held after due legal notice, at the Council Chambers, City-County Building, Fort Wayne, Indiana, on _____, the _____ day of _____, 197____, at _____ o'clock P.M., E.S.T.

Date: 8-13-74

Charles W. Westerman
CITY CLERK

Read the third time in full and on motion by Burns, seconded by Hinga, and duly adopted, placed on its passage.

Passed (~~unanimously~~) by the following vote:

	AYES <u>8</u>	NAYS <u>0</u>	ABSTAINED <u>1</u>	ABSENT _____	to-wit:
BURNS	<u>X</u>	_____	_____	_____	
HINGA	<u>X</u>	_____	_____	_____	
KRAUS	<u>X</u>	_____	_____	_____	
MOSES	<u>X</u>	_____	_____	_____	
NUCKOLS	<u>X</u>	_____	_____	_____	
SCHMIDT, D.	<u>X</u>	_____	_____	_____	
SCHMIDT, V.	<u>X</u>	_____	_____	_____	
STIER	_____	_____	<u>X</u>	_____	
TALARICO	<u>X</u>	_____	_____	_____	

DATE: 8-27-74

Charles W. Westerman
CITY CLERK

Passed and adopted by the Common Council of the City of Fort Wayne, Indiana, as (Zoning Map) (General) (Annexation) (Special) (Appropriation) Ordinance (Resolution) No. S-147-74 on the 27th day of August, 1974.

Charles W. Westerman
CITY CLERK

ATTEST: (SEAL)

Samuel J. Talarico
PRESIDING OFFICER

Presented by me to the Mayor of the City of Fort Wayne, Indiana, on the 28th day of August, 1974, at the hour of 11:00 o'clock A.M., E.S.T.

Charles W. Westerman
CITY CLERK

Approved and signed by me this 28th day of August, 1974, at the hour of 4:00 o'clock P. M., E.S.T.

Jack Prater
MAYOR

8/22/74
Dr. Jerry P. B.

Bill No. 574-08-19

REPORT OF THE COMMITTEE ON CITY UTILITIES

We, your Committee on City Utilities to whom was referred an Ordinance
approving a blanket purchase order to Business Equipment for items purchased
from July 1, 1974 to June 30, 1975.

have had said Ordinance under consideration and beg leave to report back to the Common
Council that said Ordinance AS PASS.

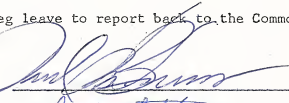
Paul M. Burns - Chairman

James S. Stier - Vice-Chairman

Vivian G. Schmidt

Donald J. Schmidt

Eugene Kraus, Jr.


~~James S. Stier~~
Vivian G. Schmidt
Donald J. Schmidt
Eugene Kraus, Jr.

CONCURRED IN

DATE 8-27-74 CHARLES W. WESTERMAN, CITY CLERK



THE CITY OF FORT WAYNE
board of public works

July 23, 1974

The Common Council
Fort Wayne, Indiana

Gentlemen and Mrs. Schmidt:

Attached is copy of City Utilities Purchase Order No. B4829 to Business Equipment Company, Inc. This is a Blanket purchase order to cover supplies ordered from July 1, 1974 - June 30, 1975.

Because prior blanket purchase order expired July 1, 1974, the Board requests that a Prior Approval be granted on this purchase order.

Item will be submitted for formal approval August 13, 1974.

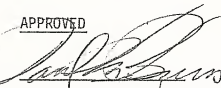
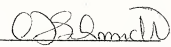
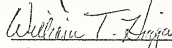


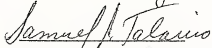
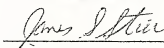
Sincerely,


Dr. Jerry D. Boswell, Chairman
Board of Public Works

JDB/ss

Attachments

APPROVED

MEMBERS OF THE COMMON COUNCIL

CITY OF FORT WAYNE

CITY UTILITIES

DEPARTMENT OF PURCHASES
ROOM 950 CITY-COUNTY BUILDING
NUMBER ONE EAST MAIN STREET
FORT WAYNE, INDIANA 46802

Business Equipment Co. Inc.
620 South Calhoun St.
Fort Wayne, Indiana

ORIGINAL
PURCHASE ORDER NO.

B 1829

This number must appear on each page, packing slip, invoice, bill of lading, express receipt and correspondence.

DATE July 8, 1974

APPROVED
Board of Public Works

Ronald L. Brown

Charles E. Brown

SHIP TO —

Office Service Department
Basement City County Bldg.
Fort Wayne, Indiana

MAIL ALL INVOICES TO —
CITY UTILITIES

GENERAL ACCOUNTING
4th FLOOR CITY-COUNTY BUILDING
NUMBER ONE EAST MAIN STREET
FORT WAYNE, INDIANA 46802

INVOICE IN DUPLICATE, INCLUDING
CERTIFICATION AS REQUIRED BY
INDIANA STATE BOARD OF ACCOUNTS

QUANTITY RECEIVED	QUANTITY ORDERED	DESCRIPTION	ACCT. OR W.O. NO.	UNIT PRICE	TOTAL
		OFFICE SUPPLIES BID #348			
		Blanket Purchase Order From July 1, 1974 thru June 30, 1975.			
		The supplies will be shipped only upon issuance of Purchase Orders, as the need dictates.			
		If requests cannot be filled within seven (7) Days, then approval will be required for extended Delivery,			
		All prices are net - No cash discount			
		Prices of Bid #348 are attached and a part of this Purchase Order			
		F.O.B. - Delivered			
		Escalator for Increase or Decrease per sheet I-A of Bid is attached.			
		SUBJECT TO COUNCILMANNIC APPROVAL			
		ATTENTION!			
		Send all Invoices to General Accounting 4th Floor, City-County Bldg. 1 E. Main St. Fort Wayne, Indiana 46802 Show P. O. Number on Packing Slip and Invoice			
		ATD/bn			

NOTE: TERMS OF PAYMENT MUST BE SHOWN ON FACE OF INVOICE. OTHERWISE A 2% CASH DISCOUNT WILL BE TAKEN

BY

CITY UTILITIES PURCHASING AGENT

SUBJECT TO CONDITIONS ON REVERSE SIDE

July 1, 1974 - June 30, 1975

Item	Estimated Quantity	Description	Afr. o. K. Bond Business Equipment		Afr. o. K. Bond Shrex		O & W Office Supplies			
			Unit Price	Estimated Total	Unit Price	Estimated Total	Unit Price	Estimated Total	Unit Price	Estimated Total
1	20	Accopress Binders, 11 x 8½, side opening, BFS 2507	✓ .50	10.00	✓ .46	9.20				
2	20	Accopress Binders, 11 x 8½, end opening, BFS 1074	✓ .55	11.00	✓ .49	9.80				
3	80	Accopress Binders, Legal size, end opening, Red, with 3" capacity	✓ .66	52.80	No Quote					
4	40	Wilson Jones 14-1411N Nylon Prong Binders, 14-7/8 x 11 Sheet	✓ 1.51	60.40	✓ 1.36	54.40				
5	40	Three-ring, loose-leaf, hard cover with cloth hingo, binders, Rogers 4345-14	✓ 2.06	82.40	✓ 2.40	96.00				
6	30	Rogers 1279-22 Loose-leaf Binders	✓ 2.71	81.30	✓ 3.79	113.70				
7	10	National 63-161, 9½ x 6 Binders, Sub. W. J. 364-128	✓ 1.20	12.00	✓ 1.45	14.50				
8	10	National 64-261, 9½ x 6 Three-ring black Binders, Sub. Rogers 3329-12	✓ 1.80	18.00	✓ 2.10	21.00				
9	10	National 87-784 Black, Hard Cover, Three-ring Binders.	✓ 8.95	89.50	✓ 9.20	92.00				
10	10	Wilson Jones 345-40, 8½ x 5½ Ring Binders, Sub. Rogers 1345-40	✓ 3.36	33.60	✓ 3.92	39.20				
11	10	Rogers 4345-10, 8½ x 5½ Loose-leaf Binders, Stiff back, three ring.	✓ 2.07	20.70	✓ 2.40	24.00				
12	6	Rogers 1344-14L, 11 x 8½ Three-ring Binders	✓ 3.60	21.60	✓ 4.20	25.20				
13	10	Rogers 1349-44, Three-hole, black, hard cover binders.	✓ 2.64	26.40	✓ 3.08	30.80				
14	4 Doz.	ACCOGRIP XG 652 EMB, punchless Binders, Letter size.	✓ 8.28	33.12	✓ .75	40.80				
15	30	Rogers 1329-44 Loose-leaf Notebooks, Black Art Leather, Three-ring, 2" Cap.	✓ 4.87	146.10	✓ 5.69	170.40				
16	4	Borum & Pease 1471 Roll Books, 14½ x 9½, with 150 pages.	✓ 6.30	25.20	✓ 7.35	31.40				
17	10	National Account Books, 37-331, or Borum and Pease 67-1/8, 150 pages.	✓ 3.75	37.50	✓ 4.20	42.00				
18	50	National 46-577 Money receipt books, 50 leaves, Sub. Wilson Jones 51607.	✓ .37	18.50	✓ .30	15.00				
19	150	Steno Notebooks, 36-736, Sub. Wilson Jones 1115.	✓ .25	37.50	✓ .39	58.50				
20	150	Steno Notebooks, 36-746, Sub. Wilson Jones 1115W	✓ .25	37.50	✓ .39	58.50				

P101

July 1, 1974 - June 30, 1975

Item	Estimated Quantity	Description	Business Equipment		Shrex		O & W Office Supplies		Unit Price	Estimated Total
			Unit Price	Estimated Total	Unit Price	Estimated Total	Unit Price	Estimated Total		
45	1600	Sub. 32, 6 x 9 Glazed Kraft Klap Envelopes	✓ 2.78C	44.48	30.45B	48.72				
46	1000	Sub. 32, 10 x 15 Glazed Brown Kraft Envelopes, without clasp, gummed end flap.	✓ 37.27	37.27	No Quote					
47	500	9 1/2 x 14 1/2 Manila Envelopes, with clasp	✓ 4.98	24.90	No Quote					
48	500	10 x 15 Manila Envelopes with clasp	✓ 5.13	25.65	6.05B	30.25				
49	8000	9 x 12 Brown Klap Envelopes	✓ 39.19	313.52	43.40	347.20				
50	10 Boxes	Pressboard folders, Legal size, with 1" expansion, P940-1/3 Barkley, Sub. Smead 503	✓ 9.06	90.60	9.98	99.80				
51	30 Sets	4 x 6 Plastic tabbed card guides, Buff-Alphabetical	✓ 1.47	44.10	1.75	52.50				
52	30 Sets	5 x 8 Plastic tabbed card guides, Buff-Alphabetical	✓ 1.84	55.20	2.52	75.60				
53	12 Sets	Smead 1151-25, 11 x 8 1/2 Pressboard file guides, metal tabbed.	✓ 4.78	57.36	5.95	71.40				
54	8 Sets	Smead 2151-25 Alphabetized Green Pressboard file Dividers, Legal size, Sub. Barkley 215-25-1	✓ 5.55	44.40	7.00	56.00				
55	10 Sets	Smead 515-25, 3 x 5 Alphabetical Card Guides, Sub. Barkley 575-25	✓ .40	4.00	.77	7.70				
56	10 Sets	Smead 5151-25, 3 x 5 Alphabetical card Guides, Metal tabbed, Sub. Barkley 515-25-1	✓ 2.87	28.70	3.67	36.70				
57	8 Sets	Smead 625-25, 4 x 6 Buff Guides, Alphabetical, Sub. Barkley 675-25.	✓ .98	7.84	.67	5.36				
58	10 Boxes	1/5 Cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per Box. Sub. Barkley 575.	✓ .89	8.90	1.18	11.80				
59	20 Boxes	1/3 Cut, 3 x 5 Card Guides, plain blank tab, with slant tab guides, 100 per box, Sub. Barkley 513-1	✓ 9.64	192.80	✓ 3.46	69.20				
60	10 Boxes	1/3 Cut, 3 x 5 Card guides, plain blank tab, Buff 100 per Box, Sub. Barkley 573	✓ .89	8.90	1.18	11.80				
61	10 Boxes	1/3 Cut, 4 x 6 Card Guides, plain blank tab, Buff, 100 per Box, Sub. Barkley 673.	✓ 1.32	13.20	1.89	18.80				
62	10 Boxes	1/5 Cut, 4 x 6 Card Guides, Plain Blank Tab, Buff, 100 per Box.	✓ 1.32	13.20	1.88	18.80				
63	10 Boxes	1/3 Cut, 5 x 8 Card Guides, Plain Blank Tab, Buff, 100 per Box, Sub. Barkley 873	✓ 2.15	21.50	2.90	29.00				
64	4 Sets	Smead 6151-25, 4 x 6 Alphabetical Metal Tabbed File Guides, Sub. Barkley 615-25-1	✓ 3.20	12.80	3.92	15.68				

July 1, 1974 - June 30, 1975

Item	Estimated Quantity	Description	Business Equipment		Shrex		O & W Office Supplies		Unit Price	Estimated Total
			Unit Price	Estimated Total	Unit Price	Estimated Total	Unit Price	Estimated Total		
65	6 Sets	Smead 615-31, 4 x 6 Pressboard Guides, Nos. 1-31.	✓1.00	6.00	1.33	7.98				
66	10 Sets	5 x 8 Alphabetical, metal tabbed, Pressboard File guides, Sub. Barkley 815-25-1	✓3.49	34.90	4.45	44.50				
67	7000	3 x 5 White Ruled Cards, #110 Index	✓1.96	13.72	3.30M	23.10				
68	3000	4 x 6 White Rules Cards, #110 Index	✓3.14	9.48	4.90M	14.70				
69	3000	5 x 8 White Ruled Cards, #110 Index	✓5.16	15.48	6.95M	20.85				
70	5000	8 1/2 x 11 National 14-281 White Faint Ruled, Three-ring filler paper	✓7.53	37.65	9.45M	47.25				
71	1000	2709, 5 1/2 x 8 1/2 Plain White, Three-hole punched paper, Sub. Wilson-Jones 2709P.	✓5.40	5.40	6.44M	6.44				
72	1000	5 1/2 x 8 1/2 Plain White, Three-hole punched notebook paper, with Mylar reinforcement, Sub. Wilson Jones 805-09P	✓11.34	11.34	13.23M	13.23				
73	2000	8 1/2 x 11 National 14-280 or Wilson-Jones 2813, Three-hole punched, plain white filler paper	✓7.53	15.06	9.45M	18.90				
74	30	National 45-604 Analysis pads, Sub. Wilson Jones 7203	✓.85	25.50	6.07	32.10				
75	30	National 45-607 Analysis Pads, Sub. Wilson Jones 7207	✓.75	25.50	6.07	32.10				
76	20	Wilson Jones 672140 Analysis Pads	✓.85	17.00	6.04	20.30				
77	40	National 45-608 Analysis Pads, Sub., Wilson Jones 7203	✓.85	34.00	6.07	42.80				
78	50	Wilson Jones 7513 Analysis Pads	✓.65	32.50	2.04	102.00				
79	10	676088 Wilson Jones Analysis Pads	✓6.02	10.20	6.25	12.50				
80	10	National 45-104 Analysis Pads, Sub. Wilson Jones 7604	✓.65	6.50	.79	7.90				
81	70 Doz.	8 1/2 x 11 Letter size ruled pads, yellow, white #59-0250.	✓2.56	179.20	2.45	276.50				
82	100 Doz.	8 1/2 x 14 Legal Ruled Pads, Yellow, White	✓3.71	371.00	4.75	475.00				
83	30 Doz.	8 1/2 x 11 Legal Ruled Pads, Yellow, White, #59-1280	✓3.48	104.40	4.60	138.00				
84	1 Gross	5 x 8 Legal Pads - Canary	✓1.96	23.52	2.35	23.20				
85	1 Gross	5 x 8 Legal Pads - White	✓1.96	23.52	2.35	23.20				

July 1, 1974 - June 30, 1975

Item	Estimated Quantity	Description	Business Equipment		Shrex		O & W Office Supplies		Unit Price	Estimated Total
			Unit Price	Estimated Total	Unit Price	Estimated Total	Unit Price	Estimated Total		
86	600	8 1/2 x 11 Acetate sheet protectors, for three-ring binders, #312, .005 Ga.	✓ 1.06	36.00	.07	42.00				
87	100	8 1/2 x 14 Acetate sheet protectors, for three-ring binders, #17, .005 Ga.	✓ 1.19	19.00	21.00	21.00				
88	100	8 1/2 x 11, three hole punched, Mylar reinforced sheets for dividers, heavy gauge, no tabs, 544-13M	.66	66.00	3.00	3.00				
89	600	Wilson Jones columnar 10-3 sheets, 9 1/2 x 11-7/8	✓ 3.76	22.56	4.22	25.32				
90	20	Ko-Rec -Type, All Colors	.72	14.40	✓ 7.0	14.00				
91	20	Ko-Rec-Type, For Errors	✓ .72	14.40	✓ 7.0	14.00				
92	12	Cleaner Sheets for Typewriters, Scotch Brand #575	.95	11.40	✓ 8.9	10.68				
93	50 Lbs.	Miscellaneous Rubber Bands, Size 10, 14, 16, 19, 32, 62, and 84.	2.08	104.00	✓ 1.99	99.50				
94	16	Wels #35 File Boxes, Sub. Hedges #1035	✓ 1.40	22.40	1.95	31.20				
95	16	Wels #46 Storage Boxes with Follow Black for 4 x 6 Cards, Sub. Hedge #1046	✓ 1.57	25.12	2.05	32.80				
96	10	Wels #835 WG, Gray Metal File Boxes, for 3 x 5 Cards	3.78	37.80	✓ 3.64	36.40				
97	19	Wels #846 WG, Gray Metal File Boxes, for 4 x 6 Cards	4.44	74.36	4.25	(80.56) -	80.56 correction			
98	10	#523 - 3 x 5 File Boxes 3" Deep	1.68	16.80	✓ 1.61	16.10				
99	10	Wels #858 WG, Gray Metal File Boxes, for 5 x 8 Cards	5.16	51.60	4.97	49.70				
100	20	1210L Pronto File, Letter size with metal front, drawer type.	✓ 4.62	92.40	5.52	110.40				
101	16	1510L Pronto files, legal size with metal front, drawer type.	✓ 5.88	94.08	6.99	111.84				
102	20	#2 Liberty Storage Boxes	✓ 1.12	22.40	1.20	24.00				
103	60	#11 Liberty Storage Boxes	✓ 1.50	90.00	1.63	97.80				
104	30	#12 Liberty Storage Boxes	✓ 1.65	49.50	1.79	53.70				
105	50	#15 Liberty Storage Boxes	✓ 1.19	59.50	1.29	64.50				
106	60	#18 Liberty Storage Boxes	✓ 1.16	69.60	1.26	75.60				
107	30	6 x 9 Clipboards, #203	✓ .39	11.70	.67	20.10				

July 1, 1974 - June 30, 1975

Business Equipment

Shrex

O & W Office Supplies

Item	Quantity	Description	Unit	Estimated	Unit	Estimated	Unit	Estimated	Unit	Estimated
			Price	Total	Price	Total	Price	Total	Price	Total
108	30	Letter size clipboards	✓.51	13.30	.66	19.80				
109	100	Legal Size Clipboards	✓.43	43.00	.70	70.00				
110	20 Boxes	Chalk with 12 sticks, per Box, Yellow, White	✓.17	3.40	.50	10.00				
111	30,000	#1 Paper Clips	✓.127	38.10	.30 N	39.00				
112	2000	#2 Paper Clips	830 N	16.60	✓1.50 N	3.00				
113	24 Boxes	#1 Paper Clips (12 to Box)	✓.33	7.92	.45	10.80				
114	4000	#3 Paper Clips, 7/8" Long	✓.127	5.08	1.30 N	5.20				
115	2000	Jumbo Paper Clips, 2" Long	✓4.02	8.04	4.45 N	8.90				
116	4 Doz.	Magnetic Clips with 1 1/2" Clamp Hunt PE 2026, or equivalent	✓1.95	7.80	2.75	11.00				
117	24	Magnetic Paper Clip Holders	✓.72	17.28	1.75	42.00				
118	4 Doz.	Magnetic clips with 2 1/2" Clamp Hunt PE2027, or equivalent	✓3.04	12.16	4.30	17.20				
119	8 Doz.	#2 Binder clip-clamps	✓.55	4.40	.77	6.16				
120	4 Doz.	#3 Binder clip-clamps L.E.B.	✓.65	2.60	.90	3.60				
121	4 Doz.	#10 Binder clip-clamps	2.44	9.76	✓2.15	8.60				
122	50	#1 Stamp Pads, Black & Red	.65	32.50	✓1.60	30.00				
123	20	#2 Stamp Pads, Black & Red	.91	18.20	✓1.84	16.80				
124	50	1" Scotch Tape Dispensers, H-126	.27	13.50	✓.23	11.50				
125	30	3/4" Scotch Tape Dispensers, H-127	.27	8.10	✓.23	6.90				
126	6	C-20 Tape Dispensers	3.34	20.04	✓2.95	17.70				
127	20	#1 Carter's Standard Oaters, 1-1502	✓1.98	19.60	1.08	21.60				
128	20	#2 Carter's Standard Oaters, 2-1504	✓1.24	24.80	1.35	27.00				
129	4 Doz.	#100 Pink Pearl Erasers	1.95	7.80	✓1.68	6.72				
130	10 Doz.	#7099B AW Faber Eraser Sticks, with Brush, Sub. Venus.	✓2.25	22.50	2.45	24.50				
131	4 Doz.	#534 Erasers, Blaisdell Klenzo	✓2.59	10.36	2.62	10.48				
132	2 Gross	Pencil Tip Wedge Erasers	✓3.24	6.48	3.50	7.00				
133	4 Doz.	#211 Art Gum Erasers	1.56	6.24	✓1.30	5.20				
134	6 Doz.	#7077B Erasers	✓2.25	13.50	2.45	14.70				

July 1, 1974 - June 30, 1975

Item	Estimated Quantity	Description	Business Equipment		Shrex		O & W Office Supplies			
			Unit Price	Estimated Total	Unit Price	Estimated Total	Unit Price	Estimated Total	Unit Price	Estimated Total
135	2 Doz.	#400 Eberhard Faber Pink Pearl Erasers	✓1.95	3.90	2.25	4.50				
136	2 Doz.	Whisk Erasers, with Brush, Sub. Venus	✓2.34	4.68	2.45	4.90				
137	2 Doz.	#1207 Eberhard Faber Erasers	✓2.25	4.50	2.45	4.90				
138	4000	#3 Round Head Brass Fasteners	✓7.46	29.84	✓5.70	22.80				
139	8 Boxes	#22 Acco Fasteners, 50 per Box.	✓1.08	8.64	1.25	10.00				
140	6	R217A, Accordion or expanding files, letter size, alphabetized.	3.36	20.16	✓3.15	18.90				
141	12	Globe-Wernicke #H2-46-C, 4 x 6 x 15 Card Files	✓2.28	27.36	2.45	29.40				
142	10 Doz.	Parr Swingline finger tips, Size 11, 11½, 12, 13, and 13A	✓.83	8.30	.95	9.50				
143	20	Elmer's Glue, Small Plastic Bottle, 4 Oz.	✓.42	8.40	.55	11.00				
144	2	Liberty #76, 7 x 9½ Metal Copy Holder	✓1.39	2.78	1.45	2.90				
145	24	Magnetic Holder for Paper Clips	✓.72	17.28	1.75	42.00				
146	10	Plastic Holders for 3 x 5 Scratch Pads, #35	✓.59	5.90	.75	8.50				
147	10	Two-Section, Letter Size, Desk Trays, gray #1600 Eldon	4.16	41.60	✓1.70	17.00				
148	4 Carton	31205 Dennison gummed labels, 4-1/16 x 1-3/4, 12 small boxes per carton	✓2.15	8.60	3.70	14.80				
149	4 Carton	31208 Dennison gummed labels, 4 x 2½, 12 small boxes per carton	✓2.15	8.60	3.70	14.80				
150	2 Doz.	Smead Spl-roll labels, Cherry, Blue & Buff	✓5.28	10.56	6.00	12.00				
151	4 Carton	30201 Dennison labels, 12 Small boxes per carton	✓2.15	8.60	2.85	11.40				
152	6 Carton	31209 Dennison labels, gummed, 3 x 5, 12 small boxes per carton	✓2.15	12.90	3.70	22.20				
153	4 Pkgs.	Labels, Avery Self-adhesive, unprinted 5-6432	✓1.25	5.00	1.29	5.16				
154	4 Pkgs.	Labels, Avery Self-adhesive, unprinted 5375	1.23	4.92	✓1.20	4.80				
155	6	"Caveller" List-finders, complete	✓8.60	51.60	8.96	53.76				
156	8 Each	List Finders refills, Caveller Model	✓1.62	12.96	1.69	13.52				
157	4	Bates list finders, "Director" Model complete	✓5.72	22.88	5.96	23.84				
158	8 Each	List finders refills, Director Model	✓1.62	12.96	1.69	13.52				
159	4	Bates list-finders, "Pencilist" Model complete and refill.	✓2.89	11.36	3.96	15.84				

July 1, 1974 - June 30, 1975

Item	Estimated Quantity	Description	Business Equipment		Shrex		O & W Office Supplies		Unit Price	Estimated Total
			Unit Price	Estimated Total	Unit Price	Estimated Total	Unit Price	Estimated Total		
160	6 Boxes	3631 Carter's purple ditto masters, 8 1/2 x 11, Sub Allied	✓ 3.45	20.70	3.83	22.98				
161	30 Doz.	Felt-tipped markers, pencil type, Estabrook, various colors, Sub. Dri-mark PR & PFR.	3.80	114.00	✓ 3.55	106.50				
162	4 Doz.	China markers, assorted colors	✓ 2.10	8.40	2.85	11.30				
163	2 Doz.	Markers, All-rite fine line, sprite orange	✓ 2.57	5.14	2.94	5.88				
164	24	Sterling Master Envelopes, moistened (Plastic tube with sponge).	✓ 1.20	4.80	.30	7.20				
165	40 Gr.	Black lead pencils, Ticonderoga #2, 2 1/2, & 3.	✓ 8.92	356.80	9.05	362.00				
166	50 Doz.	Eagle Veri-Thin pencils, with Erasers, various colors.	1.30	65.00	✓ 1.19	59.50				
167	20 Doz.	Eagle Veri-Thin pencils, without erasers, various colors	1.30	26.00	✓ 1.19	23.80				
168	8 Doz.	A. W. Faber-Castell Drawing pencils, 2H & 3H.	✓ 2.37	18.96	2.50	20.00				
169	60 Doz.	All-Rite office riters, extra fine line, #522, #542, Colors Red, Blue, and Black.	2.53	151.80	✓ 2.51	150.60				
170	10 Doz.	Lindy ball-point pens, medium point.	3.37	33.70	✓ 3.35	33.50				
171	6 Doz.	Lindy ball-point pens, fine line	4.23	25.38	✓ 4.20	25.20				
172	60 Doz.	#10 Venus Velvet, Medium Ball-point pens, Blue, Black, and Red.	T 2.24	134.40	T 2.24	134.40				
173	1 Gross	#207 Magic Marker - All Colors	✓ 27.55	27.55	5.30	63.60				
174	4 Doz.	Universal refills for ball-point pens, medium point, Blue, Black, and Red.	3.31	15.24	✓ 3.50	14.00				
175	4	#501H Sheaffer Pen Sets	✓ 4.80	19.20	Discontinued					
176	10	#501H Sheaffer Pens only.	✓ 1.95	19.50	Discontinued					
177	60 Doz.	Bic Pens, Medium Point.	✓ 1.47	88.20	T 1.47	88.20				
178	60 Doz.	Bic Pens, Fine Point	✓ 1.94	116.40	T 1.94	116.40				
179	4 Doz.	Papermate Pens, refillable Ball Point	✓ 7.60	30.40	No Quote					
180	36	Pental Sharp 5 Eversharps	✓ 1.93	69.48	✓ 2.00	74.88				
181		Pental Lead for Sharp 5 Pencils	6.15 tube	.45	56 tube	no quantity				
182	4 Doz.	Dri-Mark Nylon Tip Pens, Various Colors	✓ 3.04	12.16	3.50	14.00				
183	20	Medium priced metal letters openers.	✓ .24	4.80	.35	7.00				

July 1, 1974 - June 30, 1975

Item	Estimated Quantity	Description	Business Equipment		Shrex		O & W Office Supplies		Unit Price	Estimated Total
			Unit Price	Estimated Total	Unit Price	Estimated Total	Unit Price	Estimated Total		
184	2 Carton	#2 Dennison gummed reinforcements, 72 Boxes to a Carton.	✓ 5.60	11.20	1.15	21.60				
185	24	6 in. Clear Plastic Rulers	✓ 1.05	1.20	.31	7.44				
186	24	12" Wood ruler, with double metal edge	✓ 1.30	7.20	.33	7.92				
187	24	15" Wood ruler, with double metal edge	✓ 1.38	9.12	.39	9.36				
188	24	18" Wood ruler, with double metal edge	.49	11.76	✓ 1.45	10.80				
189	4 Boxes	#81 Cell-U-Graf signals, Light Red, Green, Blue, Yellow, and Orange.	✓ 1.56	6.24	1.75	7.00				
190	20	10" straight scissors, medium priced	2.25	45.00	✓ 11.25	25.00				
191	20	#4 Swingline staplers, pearl gray	6.44	128.80	✓ 5.95	119.00				
192	50 Boxes	Staples for #4 Swingline Staplers	✓ 1.53	26.50	.60	30.00				
193	10 Boxes	Ace #700 undulated staples	.95	9.50	✓ .90	9.00				
194	6	#702 Ace Clipper Staples <i>← E. K. A. N. N.</i>	5.45	32.70	.90	5.40				
195	10 Boxes	Bostitch SOCR-25-3/8 chisel point			No Quote					
196	10 Boxes	Bostitch SOCR-25-1/2 chisel point staples, for #62 head.			No Quote					
197	40	Ace standard #600 staple removers	.53	21.20	✓ .39	15.60				
198	20	Pencil sharpener, Boston 1068, self-feed, Beige color, Vacuum Base.	✓ 3.34	66.80	4.50	90.00				
199	20	Speed cutter and carries, 1 Unit for Boston KS Pencil Cutter.	2.09	41.80	✓ 1.99	39.80				
200	5000	#56 Manila Tags, 4-3/4 x 2-3/8	✓ 5.00	25.00	5.92M	29.60				
201	2000	MR33 White Tags	✓ 15.31	30.62	26.00M	52.00				
202	500	MR35 White Tags	✓ 2.04C	10.20	3.48C - correction 17.40	17.40				
203	2000	#5CX White Linen Tag, Medium Weight 4-3/4" x 2-3/8"	✓ 18.95	37.90	27.30M	54.60				
204	4 Rolls	#710 Scotch Tape, 1" Wide x 72 Yards, Black Pressure	✓ 3.06	12.24	3.98	15.92				
205	20 Boxes	Large thumb tacks, #4, 100 per Box.	✓ 3.6	7.20	1.40	8.00				
206	4 Rolls	#710 Scotch Tape, 2" Wide x 72 Yards, Black Pressure	✓ 12.12	24.48	7.95	31.80				
207	80	#810 Mending Tape, 1/2" x 1296"	✓ 6.6	52.80	.73	58.40				

Item	Estimated Quantity	Description	Unit Price Equipment		Shrex		O & W Office Supplies		Unit Price	Estimated Total
			Unit Price	Estimated Total	Unit Price	Estimated Total	Unit Price	Estimated Total		
205	60	#810 Mending Tape, 3/4" x 300" with Dispenser	✓.24	14.40	.30	18.00				
209	150	#810 Mending Tape, 3/4" x 1296"	✓.86	129.00	.95	142.50				
210	20	#810 Mending Tape, 3/4" x 2592"	✓1.53	30.60	1.70	34.00				
211	70	#600 Scotch Tape, 1" x 1296"	✓.145	31.50	.50	35.00				
212	50	#600 Scotch Tape, 3/4" x 1296"	✓.61	30.50	.66	33.00				
213	20	#600 Scotch Tape, 3/4" x 2592"	✓.95	19.00	1.05	21.00				
214	50	#230 Scotch Brand Drafting Tape, 3/4" x 60 yards, rolls	1.46	73.00	✓1.25	62.50				
215	30	#230 Scotch Brand Drafting Tape, 1" x 60 Yd. Rolls	1.94	58.20	✓1.56	46.80				
216	100 Ft.	Magnetic Tape - 1/2" Wide	✓.20	20.00	No Quote					
217	40	1" Wide Dymo Tape, Black, Blue, Green, & Brown	✓.55	22.00	.60	24.00				
218	40	3/8" Wide Dymo Tape, Black, Blue, Green & Brown	✓.68	27.20	.75	30.00				
219	20 Rolls	1/2" Dymo Tape, Assorted Colors	✓.90	18.00	.99	19.80				
220	20 Boxes	#99-106 Dennison Tab	✓.34	6.80	.77	15.40				
221	6 Boxes	1" Clear Index Tabbing, 5 Ft. per Box	✓.57	3.42	.59	3.54				
222	20 Boxes	Index Tabs, various colors, #381, 382, 383, 385, and 387, 5 Ft. per Box	.57	11.40	✓.48	9.60				
223	24 Rolls	1 1/2" Paper Tape for Dispenser, sticky side out.	✓.83	19.92	No Quote					
224	12	#880, 3/4" x 60 yard, filament tape, Scotch Brand	2.26	27.12	✓2.10	25.20				
225	12	#18 Polished Cotton Twine 1/8" Balls	✓1.15	13.80	1.25	15.00				
226	12	2 1/2 Lb. Cones of 20 Ply Cotton Twine	✓5.84	70.08	No Quote					
227	30	19 x 24 Green Desk Pad Blotters	✓.15	4.50	.16	4.80				
228	20	19 x 24 Desk Pads, Green 21403 <i>Sample Pad</i>	1.44	28.80	.16	3.20				
229	50	19 x 24 Acetate Desk Pad Covers, .0075 thick.	✓.45	22.50	1.15	57.50				
230	10	Rubber Pads for under Typewriter	✓1.36	13.60	1.85	18.50				
231	6	X6-403CR, 1" Clipper type paper punches	.92	5.52	✓.64	3.84				
232	20	Clipper type, single-hole paper punches, 3/16" Hole	✓.58	11.60	.64	12.80				
233	50	Smead #1075G Expanding wallets	✓.74	37.00	.75	37.50				

July 1, 1974 - June 30, 1975

Business Equipment

Unit Price Estimated Total

Shrax

Unit Price Estimated Total

O & W Office Supplies

Unit Price Estimated Total Unit Price Estimated Total

Item	Estimated Quantity	Description	Unit Price	Estimated Total	Unit Price	Estimated Total	Unit Price	Estimated Total	Unit Price	Estimated Total
234	100	L1030CL Fiber stock wallet 5" x 12", 1-3/4" expansion.	✓.42	42.00	✓.48	48.60				
235	30 Gallon	Olto Fluid, in 1 Gallon Jugs	3.54	106.20	✓1.42	42.60				
236	24	India Ink, 3/4 oz., Black, Red, and Green	✓.45	10.80	.55	13.20				
237	20	Shoaffor 2 oz., Blue-Black permanent Ink	.33	6.60	✓.23	4.60				
238	20	Sheaffer #62 Black Washable Ink, Small Bottles	.33	6.60	✓.23	4.60				
239	48	Blue-Black Ink Cartridges	✓.33	15.94	No Quote					
240	20	Stamp Pads Ink, in 1 1/2 oz. Bottles, Black & Red.	✓.42	8.40	.45	9.00				
241	20	Carter's Ryt-off Ink Eradicator, 1 oz. Bottles	✓.51	10.20	.55	11.00				
242	4 Doz.	Carter's Rubber cement, 4 oz. bottles, Sub. Ross-Evans	4.80	19.20	✓.37	17.76				
243	10	Empty Pint Jar, with applicator brush, for Carter's Rubber Cement	✓1.95	19.50	2.10	21.00				
244	4	Carter's Rubber Cement, in 1 Gallon Containers	4.44	17.76	✓4.10	16.40				
245	4	Carter's Rubber Cement Thinner, in 1 Quart Containers, Sub. Ross-Evans.	1.14	4.56	✓.90	3.60				
246	30	Scat Typewriter cleaner, 2 oz. Bottles	✓.52	15.60	.62	18.60				
247	5000	Tag Wire, 12" 1000 per bundle	✓.125	6.20	1.25	6.25				
248	6 Each	Roll Master Paper Holders	✓2.70	16.20	2.99	17.94				
249	12	Write-O-Folio Legal Size	✓1.60	19.20	3.49	41.88				
250		Write-O-Folio Letter Size	✓1.48	1.49	2.83	No Quantity				
251	72	Liquid Paper	.65	46.80	✓.63	45.36				
252	24 Bottles	Liquid Paper Thinner	✓.23	5.52	.24	5.76				
253	10 Doz.	Map Tacks, Assorted Colors	.82	8.20	.12	1.20				
254	20 Sets	C1-213-8 AICO Indexes	.56	11.20	✓.55	11.00				
255	15 Cans	3M Desk & Office Cleaners	✓1.18	17.70	1.21	18.15				
256	1 Gross	Gold Notarial Seals #32-323	✓.37	1.41	.76	1.80				
257	40 Pcs.	Poster Board 22" x 28" White	✓.20	8.00	.30	12.00				
258	7 Gallon	Liquid Padding Compound - Merritt	✓7.35	51.45	No Quote					
259	5 Pkgs.	10-8 Ledger Sheets	✓3.77	18.85	4.22	21.10				

July 1, 1974 - June 30, 1975

Business Equipment

Unit Price	Estimated Total
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✓ 3.77	18.85
Disc by Mfg.	
✓ 20	60.00

Shrex

Unit Price	Estimated Total
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4.55	22.75
✓ 8.1	36.36
24.780	74.34

O & W Office Supplies

Unit Price	Estimated Total
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Unit Price	Estimated Total
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Item	Estimated Quantity	Description
260	5 Pkgs.	G10-8 Ledger Shoots
261	4 Doz.	47-811 Nylon Prong Binder
262	300	10" Nylon Posts

Company _____ Signature _____

Terms _____ Date _____

DIGEST SHEETTITLE OF ORDINANCE: City Utilities Purchase Order #B4829 D 74-08-19DEPARTMENT REQUESTING ORDINANCE: Board of Public WorksSYNOPSIS OF ORDINANCE: Request approval of City Utilities purchase order to
Business Equipment Company covering items purchased July 1, 1974 to June 30, 1975.(See Prior Approval Letter Attached)EFFECT OF PASSAGE: Will have blanket purchase order to Business Equipment.EFFECT OF NON-PASSAGE: Will not have blanket P.O.MONEY INVOLVED (Direct Costs, Expenditures, Savings):
Blanket Purchase Order.ASSIGNED TO COMMITTEE (J.N.): City Utility